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Minutes 03/10/2014

Arlington Cultural Council Minutes

Monday, March 10, 2014

Arlington Senior Center, 7:30pm

Present: Karin Blum, Eliza Burden, Joe Burns, Wendy Glaas, Maggie Husak, Scott Samenfeld, Frank Tadley, Elisabeth Taylor

Absent: Margaret Moore

Visitor: Jeff Boudreau

ITEM 1 Approval of January 2014 Minutes
The February minutes were unanimously approved.

ITEM 2 RFPs and outstanding grants
Solstice Sackbuts submitted an RFP.

Arlington Cultural Heights - Amy Taberner/Dallin Museum has come out. \$15 at Book Rack. It is quite substantial and well produced.

ITEM 3 Report from State House Event

Eliza, Elisabeth, Jeff Boudreau, and representatives AIFF all attended the MCC day at the State House.

- Elisabeth met with Maxwell Chalkin, Legislative Aide to Sean Garballey (who was in Fitchburg at a budget meeting). He and Sean are very invested in the arts budget being increased to its former level.

- Eliza met w/Dave Rogers and his aid Michael Allen & Senator Ken Donnelly. Eliza encourages everyone to attend the LCC celebrations in future.

Eliza also attended a Cultural Commission meeting last Thursday and gave an ACC report. The Cultural Commission is planning a working meeting for May 8.

ITEM 4 Grantee Reception Planning
There is a projector + screen at AFD, we will show a simple slideshow of recipients at the reception.

Council members labeled postcards for reception, Eliza will mail them. Print quality from VistaPrint was disappointing. Cost=\$27.

Karin created "Run of Show" for the Reception:

5:15-5:30	call for Council Members. Set up of food/drink/screen/projector.
6pm	Reception starts
6-6:20pm	Mingling downstairs and upstairs
6:15-6:45	Music upstairs onstage provided by Todd and Ethan
6:30	Encourage people to go upstairs.
6:45	Eliza welcome
6:50-7pm	Possible AFD share from present show (Little Night Music)

7:00 Eliza "state of the Arts.
7:10 Slide show - one per grantee, as they are announced. No certificates, like last year presented to grantees.
Announce GSA
7:25 Karin closes program, encourages other guests to stay until 7:30, requests photo of grantees onstage.
7:45 Council members clean up, conduct April mtg?? (if possible; might get kicked out.)

Frank will arrange PPT presentation, as well as taking photos. Will bring presentation on flash drive and test the week prior.

Refreshments:

- We need to check w/AFD to make sure alcohol and food are allowed.
- Maggie will get gift cert and wine from Menotomy Liquor & Wine--\$60. Wendy is donating bottles of champagne and will bring cooler. Jeff Boudreau has volunteered to be bartender.
- Eliza will bring tablecloths
- Margaret will pick up non-alcoholic beverages, food and paper products from Costco

Program:

- Elisabeth will create based on last years and print at Selectmen's Office. 75 copies.

RSVPs:

- Dave Rogers asst: Michael Allen
- Liaisons should reach out to our grantees, what date and when they need to arrive
- Eliza will send copy of postcard copy to Frank who will generate pdf to go out to recipients and to email list on PINGG CELEBRATIONS.com (Wendy: email Stephanie to see if we have an account already).
- Frank w/do the labels for the VIPs and Grantees. Eliza w/see what name tags she has.

Publicity

- Elisabeth will send out Press Release/Announcement to Advocate, Your Arlington.com (Bob Sprague) + Arl.

Patch

- Each liaison should email EWT with his/her grantees' dates for her to post on the website calendar.

The meeting was adjourned at 9pm